



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Public Health Consultant 2, Nutrition [Classified Competitive]			Salary P24 \$59,031.79 - \$83,803.57
Posting Number 180-15	Position Number 935930	Number of Positions 1	Posting Period * From: 12/7/15 To: 1/12/16
Location: Women, Infants and Children (WIC) Family Health Services 50 East State, 6th Floor, Trenton, NJ 08625-0364			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Under the direction of a supervisory official in the Department of Health, WIC Services, defines, promotes and otherwise provides nutrition consultative services to the public and it's grantees; does related work as required.</p> <ol style="list-style-type: none"> 1. Conduct and evaluate onsite reviews relative to WIC operations, adherence to established federal and state procedures and the delivery of nutrition and breastfeeding education and services at WIC local agencies. 2. Provide technical consultation, assistance and guidance to local agency nutritionists and other health professional involved in prenatal and pediatric nutrition care of medically high risk WIC populations. 3. Develop, update and implements policies and procedures as mandated by the United States Department of Agriculture (USDA). 4. Assist with creating nutrition education lessons for NJWIC online internet web-based nutrition education software program. 5. Review, analyze and disseminate reports to local agencies. 6. Investigate complaints from participants and local agencies; resolve problems as soon as possible; provide guidance to local agencies, writing the response; follow-up the outcome; keep all correspondence on file. 7. Complete special assignments, projects and reports within the established parameters. 8. Prepare formal responses to Commissioner Referrals, bill reviews and contact feedbacks. 9. Serve as one of the Subject Matter Experts in the area of Nutrition, for the development and implementation of the mandated statewide USDA initiative, the new WIC on the Web (WOW) computer system and the NJ WIC EBT (Electronic Benefits Transaction) System. <p>Note: Special consideration will be given to applicants who are Registered Dietitians and/or bilingual.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>Education: Graduation from an accredited college or university with a Bachelor's degree supplemented by a Master's degree in any nutrition specialty, such as Health Education, Public Health Nutrition, Human Nutrition, Dietetics, Food Service Administration or Nutrition Education.</p> <p>Experience: Three (3) years of experience in nutrition or dietetics, one (1) year of which must have been as a nutritionist in an administrative or consultant capacity.</p> <p>Note: Completion of an approved Dietetic Internship in hospital dietetics, clinical nutrition, administration or public health may be substituted for one (1) year of required experience.</p> <p>License: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
FILING INSTRUCTIONS			
Forward your cover letter, resume and application for employment** to: Andrea Mahon, Executive Assistant 2 Family Health Services Reference Posting #180-15 New Jersey Department of Health PO Box 364 Trenton, NJ 08625-0364		You can reply to this posting by emailing your cover letter, resume and application for employment to: PSTFHS@doh.state.nj.us * Resumes received after the closing date MAY be considered if the position is not filled. ** NOTE: You can access the State of New Jersey Application for Employment at: www.nj.gov/health/forms/dpf-663.pdf	

- Newly hired employees must agree to a thorough background check that will include fingerprinting.
- In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
- In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.
- **The New Jersey Department of Health is an Equal Opportunity Employer.**